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Preparatory Committee for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)
Third session
Surabaya, Indonesia, 25-27 July 2016
Item 5 (d) of the provisional agenda*
Organizational matters: draft proposed organization of work of the Conference

Draft decision submitted by the Co-Chairs of the Preparatory Committee

Proposed organization of work of the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

The Preparatory Committee for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III) decides that the Conference shall be organized in accordance with the organization of work set forth in the annex to the present decision.

* A/CONF.226/PC.3/1.

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Annex

Proposed organization of work of the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

1. The proposals set out in the present note have been proposed on the basis of General Assembly resolutions 69/226 and 70/210, including through close consultations with the host country and the Bureau of the Preparatory Committee for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III).

I. Election of officers

2. The Conference shall elect a President and other officers in accordance with its rules of procedure. As stipulated in rule 6 of the provisional rules of procedure, the Conference shall elect from among the representatives of participating States the following officers: a President, 14 Vice-Presidents[a] and an ex officio Vice-President from the host country, a Rapporteur-General and the Chair of the Main Committee established in accordance with rule 46. These officials shall be elected on the basis of ensuring the representative character of the General Committee, the composition of which shall be in accordance with rule 11. The Conference may also elect such other officers as it deems necessary for the performance of its functions.

II. Adoption of the rules of procedure

3. The Conference shall adopt its rules of procedure. The provisional rules of procedure approved by the General Assembly in its resolution 70/210 will be contained in document A/CONF.226/2.

III. Adoption of the agenda

4. The Conference will have before it for adoption the provisional agenda (A/CONF.226/1), as recommended by the Preparatory Committee at its third session.

IV. Organization of work

Dates and venue

5. The Conference will be held at the Casa de la Cultura in Quito from 17 to 20 October 2016. The Conference will be convened at the highest possible level.

[a] Three from each of the following groups: African States; Asia-Pacific States; Eastern European States; and Western European and other States; and two from Latin America and Caribbean States.

Plenary meetings

6. The Conference will be composed of eight plenary meetings, held from Monday, 17 October, to Thursday, 20 October, from 10 a.m. to 1 p.m. and from 3 to 6 p.m. each day.

7. At the formal opening of the Conference, on the morning on of 17 October, consideration will be given to the procedural and organizational matters, namely the election of the President of the Conference; the adoption of the rules of procedure and the agenda; the election of officers; the establishment of a Main Committee (if needed); the appointment of the members of the Credentials Committee; the arrangements for the preparation of the report of the Conference; and other matters. Statements will be made by the President of the Conference, the Secretary-General of the United Nations, the President of the General Assembly, the President of the Economic and Social Council, and the Secretary-General of the Conference. The opening will also include statements by a representative of local authorities and a representative of the major groups and other stakeholders.

8. The list of speakers for the general debate will be established on a first-come, first-served basis, under the customary protocol that ensures that Heads of State or Government speak first, to be followed by other heads of delegation. The European Union, in its capacity as observer, will be included in the list of speakers. It is proposed that a time limit of five minutes be established for each statement. The list of speakers will be announced.

9. In addition to the representatives of States participating in the Conference and the representative of the European Union, representatives of the following organizations may, time permitting and without setting a precedent, make a statement during the general debate: (a) intergovernmental organizations and other entities that have received a standing invitation from the General Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices (rule 60 of the provisional rules of procedure); (b) specialized agencies and related organizations (rule 61); (c) other intergovernmental organizations (rule 62); (d) interested United Nations organs (rule 63); (e) associate members of regional commissions (rule 66); (f) representatives of local authorities (rule 64); and (g) representatives of non-governmental organizations (rule 65).

10. The closing plenary meeting, to be held on the afternoon of 20 October, is expected to conclude with reporting on the high-level round-table sessions and the adoption of the outcome document and the report of the Conference.

High-level round-table session

11. The Conference will include six high-level round-table sessions to be held concurrently with the plenary meetings, except during the opening and closing plenary meetings, to be scheduled as follows:

17 October 2016, from 3 to 6 p.m.

18 October 2016, from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

19 October 2016, from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

20 October 2016, from 10 a.m. to 1 p.m.

12. Further modalities of the round-table sessions will be contained in a decision of the Preparatory Committee.

Organization of meetings

13. Meetings will be held from 10 a.m. to 1 p.m. and from 3 to 6 p.m. To ensure the most efficient utilization of available resources, it is essential that all meetings start promptly as scheduled.

14. Parallel meetings and other events, including multi-stakeholder segments, will be held during the same hours as the plenary meetings and the round tables, space permitting. Interpretation services for such meetings will be provided on an as-available basis.

15. Special events, including briefings, seminars, workshops and panel discussions on issues relating to housing and sustainable urban development, will be organized by States participating in the Conference, organizations of the United Nations system and accredited institutional and non-institutional stakeholders for the benefit of Conference participants. The calendar of those events will be made available on the Conference website.

Main Committee

16. The Main Committee, established in accordance with the rules of procedure of the Conference, will meet, if necessary, in parallel with plenary meetings, except during the opening and closing meetings. The Main Committee will be responsible for finalizing any outstanding matters.

V. Appointment of the members of the Credentials Committee

17. The Credentials Committee will be appointed according to the rules of procedure of the Conference. It shall examine the credentials of representatives and report to the Conference without delay.

VI. Participants

18. States, the European Union, intergovernmental organizations and other entities that have received a standing invitation from the General Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices, specialized agencies and related organizations, other intergovernmental organizations, United Nations organs, local authorities, non-governmental organizations and other major groups and associate members of the regional commissions will participate in accordance with the rules of procedure of the Conference.

VII. Secretariat

19. The secretariat of the Conference will provide support to the organization of the Conference, in cooperation with the host country authorities.

VIII. Documentation

20. In accordance with the practice followed at previous United Nations conferences, official documentation of the Conference will include documents issued before, during and after the Conference.

21. Also in accordance with the practice followed at previous United Nations conferences, it is recommended that the report of the Conference consist of the decisions of the Conference, a brief account of the proceedings and a reportorial account of the work of the Conference and the action taken at the plenary meetings.

22. Summaries of the plenary meetings and the high-level round-table sessions should also be included in the report of the Conference.

23. All Conference documentation will be available on the Conference website.

IX. Media coverage

24. Press materials will be prepared by the secretariat for journalists covering the Conference. In addition, regular press releases will be issued on the results of plenary meetings and other events. All relevant documentation will be made available on the Conference website.

25. The plenary meetings, the high-level round-table sessions and press conferences will be broadcast live to the media area. A programme of special event briefings and press conferences will be announced.